

JOB POSTING

**Connecticut Mental Health Center
Clinical Social Worker - Bilingual
Substance Abuse Treatment Unit
CM26688
Open to the Public**

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Location: 34 Park Street, New Haven, CT 06519

Program/Unit: **CMHC- Substance Abuse Treatment Unit (SATU)**

Shift/Schedule 1st Shift / 35 hours - Monday - Friday

Hours: Monday, Tuesday, Thursday, and Friday 8:30am–4:00pm–Wednesday, 11:30am – 7:00pm

Salary Range: \$61,971.00 to \$83,747.00

Posting Date: Tuesday, June 2, 2015 **Closing Date:** Monday, June 8, 2015

Duties may include but not limited to: This bi-lingual licensed Clinical Social Worker will participate as an active member of an interdisciplinary treatment team at the Substance Abuse Treatment Unit (SATU) of the Connecticut Mental Health Center; responsible for the culturally competent care of both English-speaking and mono-lingual Hispanic adults. Will perform the following duties: (a) telephone and walk-in screenings to determine eligibility for services and/or service needs; (b) utilize interviewing and assessment skills to gather developmental, social, clinical, and legal history for the purpose of evaluation, treatment, and disposition planning for assigned clients. Assessment may involve interviewing a client's family, significant others, and/or other service providers; (c) carry a case load and provide ongoing skilled therapeutic contacts with assigned clients via individual, family and/or group treatment (d) develop considerable knowledge regarding the types of substance abuse services and resources available in the community and assist clients to access and utilize needed services and resources to facilitate treatment and discharge planning; (e) provide case management services as needed; (f) develop, monitor and evaluate the effectiveness of recovery-oriented, client-centered treatment plans; (g) participate in research projects; (h) attend all clinical rounds and treatment planning meetings; (i) routinely review work with a supervisor and/or other appropriate staff to ensure quality of care; (j) seek consultation when needed; (k) ensure that all clinical documentation is completed in a thorough and timely manner, in accordance with CMHC guidelines and the guidelines established by outside regulatory organizations; (l) coordinate and chair treatment/service planning meetings as indicated, in order to facilitate well-coordinated treatment and/or transition plans with other community providers; (m) attend a minimum of 15 hours of NASW approved continuing education credits per year, in order to meet annual licensure requirements; (n) work with colleagues to assure adequate clinical coverage in the event of staff absences due to illness or vacation, (o) participate in committees or work groups as assigned and (p) accept other, related duties as assigned. The successful candidate will have experience in the provision of adult outpatient behavioral health services, in Spanish

General Experience and Training: Licensure as a Clinical Social Worker in the State of Connecticut.

Special Requirements: Must be **Bi-Lingual Spanish Speaking**. Must possess and retain a current motor vehicle operator's license. Incumbents in this class must possess and retain a license to practice Clinical Social Work pursuant to Sec. 20-195 (m) through (r) of the Connecticut General Statutes. Must successfully complete and pass background and compliance checks.

Eligibility Requirement: State employees currently holding the above title or those who have previously attained permanent status or candidates who possess the general and special experience and training may apply.

Note: Applicants will be selected in accordance with reemployment, SEBAC, transfer, promotion, collective bargaining unit contract language, merit employment lists and DMHAS affirmative action goals. Therefore, State employees will generally be considered before applicants from outside State service.

Application Instructions: Due to the large number of lateral transfer forms and applications received, it is extremely important to note the **Position Number (found on the posting)** on the DMHAS Lateral Transfer Request Form (**upper right-hand corner**) and at the bottom of Page One of the State of Connecticut Application for Examination or Employment (CT-HR-12)

To be considered for this position:

1. **DMHAS employees who are lateral transfer candidates** (example: CSW applying to a CSW posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed
2. **DMHAS employees who are promotional/demotional candidates** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).
3. **All other applicants** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

PLEASE SEND APPLICATIONS TO:
DMHAS – Connecticut Mental Health Center
ATTN: Donna Zwilling, Human Resources Assistant
Fax: (203) 974-7637
34 Park Street, New Haven, CT 06519
Email : donna.zwilling@ct.gov

The DMHAS Lateral Transfer Request Form, State of Connecticut Application for Examination or Employment (CT-HR-12) and postings can be found on the DMHAS website at <http://www.ct.gov/dmhas/cwp/view.asp?a=2904&q=420408>

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut and the Department of Mental Health and Addiction Services are equal opportunity/affirmative action employers. Women, minorities' persons with disabilities and in recovery are encouraged to apply. **(P-1)**